

**Northwest Central
Joint Emergency Management System
Board Meeting Minutes**



Minutes
January 16, 2020
200 E. Wood St., Palatine, IL 60067

1) Call to Order

Mr. Ray Rummel called the meeting to order at 10:30 a.m.

2) Roll Call

Ray Rummel – Elk Grove Village
Randall Recklaus – Village of Arlington Heights
James Norris – Village of Hoffman Estates
Dane Bragg – Village of Buffalo Grove
Sam Trakas – Village of Inverness
Michael Cassady – Village of Mount Prospect
Reid Ottesen – Village of Palatine
Barry Krumstok – City of Rolling Meadows
Brian Townsend – Village of Schaumburg
Marv Kramer – Village of Streamwood
Mick Fleming – JEMS

Also Present:

Richard Mikel – Elk Grove Village
Mike Baker – Village of Buffalo Grove
Brian Lambel – Village of Mount Prospect
Sarah Marcucci – Village of Hoffman Estates
Mike Hish – Village of Inverness
Doug Hoyt – JEMS
Bob Kukla - JEMS

3) Public Comment

A. No Public Comment

4) Consent Agenda

- A.** Approval of the consent agenda, including minutes of the November, 2019 meeting, Financial Reports from November and December 2019 and the Joint Emergency Manager Update.
- Motion by Reid Ottesen to approve the consent agenda as presented.
 - Second by James Norris
 - Voice Vote: All Aye Motion Carried

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5) New Business

A. Chairperson Recognition

- A plaque was presented to Mr. James Norris in appreciation of his support for the Northwest Central Joint Emergency Management System and to recognize his service as the Chairman of the JEMS Board.

6) Old Business

A. JEMS Coordinator Title Change

- At the last meeting, the Board discussed changing the title of the JEMS Coordinator to JEMS Director. Mr. Fleming looked into the potential impact of this change and determined that the only significant document that will need to be updated is the JEMS By-Laws. Discussion about creating a subcommittee to review and revise the by-laws as they have not been updated since the creation of the program. Mr. Ottesen and Mr. Bragg will meet with Mr. Fleming to do so.

B. 2020 Work Plan Revision

- Mr. Fleming reported that he had received some feedback regarding the work plan, which had been previously approved. He added some details, along with metrics and revised dates, as well as a proposed monthly update on the plan, per the feedback.
 - Motion by James Norris to approve the updated work plan.
 - Second by Dane Bragg.
 - Voice Vote: All Aye Motion Carried

C. Everbridge

- Mr. Fleming reported that he is ready to send a mass notification to inform residents of the change and remove the old opt-in data as previously discussed. Elk Grove Village, Hoffman Estates, Mount Prospect, Prospect Heights and Schaumburg have not yet indicated that they wish to set up community-specific subscriptions on the Everbridge platform, but he will continue to work with communities set things up as they are ready. No objections or further discussion on the issue.

D. Compensation

- Mr. Norris reported that all members of the Board have had Mr. Fleming's self-evaluation and work plan shared with them, as well as the recommendation for compensation. All board members indicated to him that they would support the recommendation.
 - Motion by Mr. Ottesen to approve the compensation recommendation as previously shared with the Board and to direct Mr. Norris, as past chair, to formalize Mr. Fleming's written evaluation for 2019.

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- Second by Mr. Bragg.
- No further discussion.
- Roll Call Vote:
 - Mr. Rummel: Yes
 - Mr. Recklaus: Yes
 - Mr. Norris: Yes
 - Mr. Bragg: Yes
 - Mr. Trakas: Yes
 - Mr. Cassady: Yes
 - Mr. Ottesen: Yes
 - Mr. Krumstok: Yes
 - Mr. Townsend: Yes
 - Dep. Chief Kramer: Yes

7) StormReady Presentation

- Lee Carlyle and Mike Bardou from the National Weather Service Chicago Forecast Office presented StormReady Community certificates and road signs to recognize the communities (Arlington Heights, Buffalo Grove, Elk Grove Village, Hoffman Estates, Inverness, Mount Prospect, Schaumburg and Streamwood) that achieved the StormReady designation, joining Palatine and Rolling Meadows among the 88 communities in Illinois now recognized as such.

8) Adjournment

- Meeting adjourned by Chairman Rummel.